



# Base Bulletin

Vandenberg AFB, CA 93437-0759



14 Aug 2002

No. 33

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to [publishing.management.dci@vandenberg.af.mil](mailto:publishing.management.dci@vandenberg.af.mil) or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614 to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

## SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961

Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

## SECTION II — OFFICIAL

### 1. 30<sup>th</sup> Communications Squadron:

a. **EMSEC, COMPUSEC, IAAP, COMSEC, Network Security?** Find out more on the AFSPC Information Assurance web page at <https://midway.spacecom.af.mil/infoprotect/index.htm>

b. **Revised Publications:** Effective immediately, the following publications are now available on the VEPDL, <http://vepdl.vandenberg.af.mil>. AFI 33-360 V1 30SWSUP1 Publications Management Program, and 30 SWI 16-201, Official Foreign Visits - Base Access and 30SWI 32-901, Facility Closure/Turn In Procedures. (30CS/SCSP-DCI, 6-7892/4)

c. **Accountable Mail - New Form DD2825:** DoD 4525.8-m, DoD Official Mail Manual, was revised as of 26 Dec 2001. It calls for using a new accountable mail form to replace the AF Form 12 for recording express, certified, and registered mail between offices on base, such as, to the BITC personnel who pick up the accountable mail, or if accountable mail is hand carried to another office on base. You can find the form in the VEPDL link to the DoD forms and download it to your version of Form Flow. We would like all mailers to use the new form by 1 Oct 02. Dd2825 can be found at <http://www.dior.whs.mil/forms/dd2825.frz> or <http://www.dior.whs.mil/forms/dd2825.pdf>. (30 CS/BITC-DCI, 6-7028)

### 2. Traffic Management Office:

a. **Separating, Retiring or PCSing?** PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: TSgt Sampson, ext 6-0904 (30 TRANS/LGTTH)

b. **Shipping/Receiving Packages via Federal Express:** Attention all base organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages to up a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised on the classification level. Any questions may be directed to TSgt Dobbs, ext 6-3381 (30 TRANS/LGTTF)

**3. Civilian Personnel:** (30 MSS/DPCE, 6-5847).

**a. Voluntary Leave Transfer Program:** Annual Leave Donations are needed for: Denise Christopher, 56<sup>th</sup> Medical Operations Squadron, Luke AFB; Janice Robinson, 81<sup>st</sup> Comptroller Squadron, Keesler AFB, Diane Fowler, Izmir Turkey, Ethel Carter, USTRANSCOM, Scott AFB, Janet Brown, Scott AFB, Terry L. Meadows, Nellis AFB, Hiram Johnson, Air National Guard, and Frank Rohosy, 911 SFS, Pittsburgh International Airport, are all in need of leave donations due to medical conditions. James Clifton a Contract Administrator for Dobbins AFB, is in need of leave care to care for his wife who suffers from Lupus. Those civilian employees who would like to donate a portion of their annual leave must complete an Optional Form 630-A. You can come by Building 11777, Room B-105 to pick-up and/or turn in your form. You can also access this form on the web at: [http://www.opm.gov/FORMS/PDF\\_FILL/opm630A.pdf](http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf).

**b. Weingarten Right:** Federal civilian employees who are members of a bargaining unit have the qualified right to union representation during investigatory interviews/meetings. This Weingarten right is mandatory when the following four (4) conditions are met:

- a. The meeting between the employee and management official(s) must be an examination;
- b. The examination must be in connection with an investigation;
- c. The employee must reasonably believe that disciplinary action may result from the meeting
- d. The employee must request representation.

**c. Next Of Kin (NOK) Notification For Air Force Civilian Employees:** (30 MSS/DPCE, 6-5847). Have you updated your record? The terrorist attacks on the World Trade Center and the Pentagon highlighted the need for a dependable system that provides immediate access to emergency information in the event a federal employee becomes a casualty. In response, the Air Force developed a Civilian Emergency Data System (EMDS) web application that will provide casualty notification personnel immediate NOK contact information in case of an emergency. Employees use the EMDS to specify the names and addresses of a spouse, children, parents and/or other person(s) they want notified in the event they become a casualty, or in case of any other emergency. Updating emergency data in the EMDS is extremely important to ensure current information is available on each employee. Individual employees are the only ones who can access and update emergency data in the EMDS. Civilian Personnel Flight (CPF) representatives and the Air Force Personnel Center Casualty Notification Office (HQ AFPC/DPW) will have view-only capability, in case access to emergency data is needed. Employees are strongly urged to update emergency data in the EMDS and, also, ensure that supervisors have current emergency data information. The web address for updating emergency data is: <http://www.afpc.randolph.af.mil/emds/default.htm>. If you have questions or need assistance in accessing the site, contact your Employee Relations Specialist in the Civilian Personnel Flight at 6-5847.

**4. 30<sup>th</sup> Security Squadron Information:** (30 SFS/SFOSP, 5-0792 or 5-0797).

**a. Neighborhood Watch Program:** This program is run by you and designed to help ensure a safe and secure neighborhood. If you are interested in starting this program in your area, call Police Services, 5-0792. (30 SFS/SFOSP)

**b. Vacation Quarters Check:** If you live in base housing and plan to take leave or go TDY, have Security Forces check your home while you are gone. To make arrangements, stop by the Law Enforcement Desk, Bldg. 13675. For more information, call Police Services, 5-0792.

**c. Firearms Registration:** IAW 30 SWI 31-101, Installation Security Program, Paragraph 14.3.1, all base residents who own or possess firearms must register them with the Pass and Registration Office. To initiate the process, request an AF Form 1314, Firearms Registration, from your orderly room. After completing in triplicate, take the signed form to Bldg. 11777, Room C-111. For more information, contact your Resource Protection Monitor at 5-0797.

**5. Air Force Reserves:** (30 MSS/ISR, 6-2704)

**a. Stop Loss:** Air Force personnel who are separating and being released from Stop Loss with an interest in continuing their career in the Air Force Reserve should contact the Air Force Reserve Recruiter as soon as possible. Appointments are necessary to accommodate the number of individuals separating from Active Duty. If interested, please contact MSgt Brenda Kartheiser at 6-2704 to ascertain what opportunities are available.

**OFFICIAL**

**Robert M. Worley II**  
**Colonel, USAF**  
**Commander**

**Mary E. Meyer**  
**Chief, Publishing Management**

**SECTION III — UNOFFICIAL**

**Commissary Carrot Cake Bake-Off:** 21 Aug 02, 1030 judging will commence. Please have your entry at the Commissary no later than 1000. Prizes will be awarded for first and second prize.

**30<sup>th</sup> Communications Squadron Spouses Club Meeting:** Will meet the last Wednesday of each month at 1900 at varying locations. This is a great opportunity for spouses to get to know each other, talk about various issues and have some fun. For more info please contact Mary Claypool at 734-2018 or Natalie Hanna at 734-1129.

**Officer Christian Fellowship (OCF) Meeting:** Meets Wednesdays of each month at 1900 at the residence of Keith and Christy Keana, 612 Cherry, VAFB. If interested please contact Captain Keith Keana at 5-4567, or Christy at 734-0696.

**Family Support Center:** Pre-Register for all Classes, Workshops & Seminars (30 MSS/DPF, 5-0134).

**a. Resume Writing:** 14 Aug 02, 0900-1130 at the Family Support Center. Learn how to write a winning resume or update an old one. Learn current formats/styles, hot effective words and power statements to include in your winning resume! To register call 5-8557.

**b. National Society of Military Widows Monthly Meeting:** 14 Aug 02, 1300. Central Coast Chapter 44 will meet at the Joint Retiree Center. The business meeting will commence at 1300 and a lecture will follow at 1300. This month's guest speaker will be retired Navy Captain Cy Buehler, Director of Joint Retiree Center, who will discuss the role widows and retirees have at the Center. Military widows, retirees, and spouses are invited to attend this lecture.

**c. Investment Planning:** 15 Aug 02, 1100-1200 at the Family Support Center. Learn tips of how to invest money in a smart manner. For more information please call 606-4491.

**d. Retirees Monthly Meeting:** 15 Aug 02, 1300 and will meet at the Joint Retiree Center. The guest speaker will be either Mr. Jim McLean or Mr. Tim Johnston from the Vandenberg Fire Department and the topic of discussion will be fire safety. Military retirees, spouses and widows are invited to attend this lecture. Come and enjoy the refreshments, companionship, and learn how to protect yourself and possessions of fires.

**e. Retirees Activity Center on the Web:** The website address for the Joint Retiree Activity Center is: [http://www.vandenberg.af.mil/30sw/organizations/staff\\_agencies/rac/index.html](http://www.vandenberg.af.mil/30sw/organizations/staff_agencies/rac/index.html). You can check for upcoming events and activities of interest.

**f. Newcomer Spouse Orientation:** 19 Aug 02, 0800-1145 for a full morning of the Base Newcomer Orientation at the Pacific Coast Club or opt to arrive at 0950 to attend the Community Fair followed by the Spouse Group at 1100. Children are welcome to the Fair and Spouse Group — toys are provided. Meet other newcomers and learn about services and things to do on and off VAFB. Registration is not necessary, but call 6-0801 for more information.

**g. Financial Basics:** 20 Aug 02, 1100-1200. Need some financial advice? Learn financial management basics such as checkbook maintenance, credit spending, choosing a financial institution, credit pitfalls, decoding financial terminology and making your paydays count! Call 6-4491 to register.

**h. A Pre-Separation Briefing:** is required at least 90 days prior to leaving the service for military members scheduled to retire or separate. This mandatory counseling session consists of service members' benefits. Spouses are welcome and encouraged to attend. This session is offered every Tuesday morning 0800-0900 (except TAP seminar week). For further details contact Sunny Park at 5-0134.

- i. Manage Your Move:** 21 Aug 02, 0900-1130. For adults on the move, includes briefings from Finance, TMO, Housing, Legal Office, and tips from TRICARE. Have your questions ready and plan to attend within 120-90 days prior to departure. Spouses are encouraged to attend. Call 6-0801 to register.
- j. WIC Office Comes To You:** 22 Aug 02, 0800-1700. A satellite office of the Women, Infants, & Children (WIC) Program is at the Family Support Center the 4th Thursday of each month from 0800-1700 for Vandenberg personnel who meet program requirements. WIC is a nutrition education program, and provides supplemental food to promote good health for pregnant, breastfeeding, and postpartum women, infants and children up to age five. For more information contact Teresa Orozco at 6-4636, or call the Lompoc WIC office at 737-6470 for an appointment.
- k. CAL-VET/VA Home Loan Classes:** 23 Aug 02, 1330-1530. One of the major Veterans' benefits is the Veteran's Home Loan Guaranty. It is made to service members, retirees, reservists, and unmarried surviving spouses for the purchase of homes, townhouses, condominiums and mobile homes and for refinancing of loan. Learn the application procedures and understand the basic CAL-VET/VA Home Loan process and be cognitive of potential pitfalls. Call 6-4491 to register.
- l. TOPS (Take Off Pounds Sensibly):** Every Monday at 1900-2000. A weight reduction support group is available for those interested in losing weight and meeting with others who have similar goals. Call Julie at 733-7905, or the HAWC at 6-2221.
- m. Anger Management Class:** Every Tuesday at 1400-1600. Learn how to control your anger and enjoy life more. Topics covered will be family patterns and how anger occurs, diffusing anger triggers and strategies to reduce and control anger. If interested please contact Eileen Fox, Family Outreach Manager at 606-5338.
- n. Playtime for Tots:** This playgroup is for parents and their children ages 2 – 5. They meet Tuesday mornings at 1000 at Cocheo Park except for the third Tuesday where they go to the library for story time. This is a time for parents and their children to meet others for free play. *Well children only please.* POC: Beki at 734-2668.
- o. Baby Meet:** Held every Thursday at 1000 at the gymnasium next to the Youth Center. This is a parent participation group for babies between the ages of newborn to 2 years of age. Meet other parents and their babies for discussion and socialization. *Well babies only please.* For information, call Christine at 734-7135.
- p. Car Seat Safety:** Did you know that 4 out of 5 car seats are installed incorrectly? Could one of them be yours? Family Advocacy offers a 30-minute car seat inspection designed to educate parents on the proper installation of child passenger safety seats. For more information, please contact Valerie Andersen at 6-5338.
- q. Stress Management in the Workplace:** This class is for any workplace that wants to provide training and education for their staff. Contact Linda Bastine at 6-9958 for a "tailor made" program just for your working environment.
- r. Phone Home Program:** Prepaid calling cards provided by the Air Force Aid Society are available for Air Force members to include single and married service members when they deploy for 30 days or more. TSgt Lefebvre disburses only one calling card to the service member per deployment. Eligible to receive calling cards are active duty Air Force service members who are deploying for over 30 days, to include school TDY's over 30 days. Also eligible are Air National Guard and Reservists activated under Title 10 orders for over 30 days. Call TSgt Lefebvre at 6-1607 for more information.
- s. Give Parents A Break:** Available to eligible parents for a few hours break from the stress of parenting. Families must be referred by the Squadron CC, First Sergeant, Chaplain, a Medical Professional, the Child Development Center, or Family Advocacy Office. Call 5-8551 to learn more.
- t. Child Care for PCS:** Twenty hours per child is paid with Air Force Aid funds within 30 days of arrival or departure with PCS orders. This program is available to military members E-1 to E-5 and others in unique circumstances. Childcare must be provided by licensed Family Day care providers on base. Pick up a Certificate of Eligibility and a list of providers at the FSC's Relocation office. Please bring a copy of your orders. To register call 6-0801.
- u. Dads to New Dads Program:** As a new dad you may have questions or worries about your new role. Consider this mentorship program that provides you special support during this time in your life. Call Nancy Sias at 6-5338 for details.

**30th Services Squadron:** (30 SVS/SVK, 6-0276)

- a. Pacific Coast Club:** (For information on any club functions, please call 734-4375 or 734-4376).

Club Card Drawing: Don't miss out on your chance to win the jackpot! Drawing is every Friday between 1700-2000. Must be present to win.

### Entertainment

- ♪ **DJ in the Enlisted Lounge:** 16 Aug 02, 1900-2400.
- ♪ **DZIRE playing in the Officers Lounge:** 16 Aug 02, 1800-2200.
- ♪ **DJ in the Officers Lounge:** 23 Aug 02, 1800-2200.
- ♪ **Karaoke in the Enlisted Lounge:** 23 Aug 02, 1900-2400.
- ♪ **Dinner Theater:** 06 Sep 02, 1900. Enjoy an evening of fine dining and dinner theater as the Pacific Coast Club brings you "Last Will & Testament 2," an outrageous murder mystery set in the heart of Texas. Audience members are encouraged to come in Texas style attire and team up with the detective to help solve the crime. The menu is London Broil or Chicken Cordon Bleu, with dessert and wine. Cost is \$20 per person. Tickets are available at the Club.

### Menu

#### ✂ Weekly Lunch Schedule:

- 🕒 **Mondays: Weekly Lunch Special.**
- 🕒 **Tuesdays: Mexican, Italian, or Oriental Buffet (on a rotating schedule).**
- 🕒 **Wednesdays: Santa Maria BBQ Buffet.**
- 🕒 **Thursdays: Chicken and Ribs Buffet.**
- 🕒 **Fridays: Seafood Buffet.**

#### b. **Fitness Center:** (30SVS/SVMP, 6-3832)

🏋 **Group Fitness:** Stop by the Fitness Center for a schedule of group fitness sessions running weekly at the Services Center. These sessions include yoga, step, box aerobics, cycling, and more.

🏋 **Judo Club:** Judo is back at the Gym Annex. Tuesday and Thursday evenings from 1830-2000. Questions, contact Art at 606-9519.

#### 🏋 **Upcoming Fitness Events:**

- 🏋 **Vandenberg Triathlon:** 17 Aug 02, 0900. Start training today!
- 🏋 **Boxing Smoker:** 17 Aug 02, 1300. Local sparring session at the Boxing Center (Bldg. 14019) Looking for anyone willing to step into the ring!
- 🏋 **Beach Party Fun Run:** 23 Aug 02, 1200. Wear your favorite beach attire!
- 🏋 **Body Composition Testing:** 26 Aug 02, 1100.
- 🏋 **Introduction to the Freeweight Room:** 28 Aug 02, 0900. Wear your favorite beach attire!

#### c. **Bowling Center:** (30SVS/SVK, 6-3209/734-1310)

🎳 **Winter Leagues:** The Bowling Center is currently running registration for the Winter leagues. Sign up today!

🎳 **Summer Schedule:** The Bowling Center is closed on Sundays and holidays through 1 Sep 02. Regular hours Mon-Sat.

🎳 **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2100-2400, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.

#### d. **Services Center.** (30SVS/SVYR, 5-8974)

##### 🎫 **Information Tickets & Travel:** (30SVS/SVYR, 5-8974)

• **Carnival Cruise Lines:** Special rates available for active duty and retirees on their 3 day Baja Mexico cruises. The following are samples of the available rates. (\$150 deposit is required to confirm and hold a space.) 29 Nov 02, \$375 per person. 06, 13 Dec 02, \$295 per person.

🎫 **Natural Knead Massage Therapy:** Therapeutic massage is a valuable addition to health care and fitness routines as a natural way to promote healthy body functioning, and to enhance the body's restorative powers. Located in the Services Center, call for appointments at 5-4748.

#### e. **Library:** (30 SVS/SVT, 6-6414)

📖 **ATWIND Day:** Stop by the Library on Fridays and pick up an ATWIND game piece.

📖 **Road Map Exchange:** Have any old road maps hanging around from past vacations or trips and don't know what to do with them? Bring them to your Base Library for the Road Map Exchange Program. It works just like our paperback exchange. Take what you need OR leave what you don't want any more. We have city, state and country maps for people who are going on vacation, moving, doing research, or who are just curious."

📖 **Internet Access!** The library has Internet access available with 16 computer stations. Stop by and get your Internet access card, so you can log on!



- 📖 **Preschool Story Time:** Story time for children ages 2 to 5 every Thursday at 1000. Contact the Base Library at 6-6414 to sign up.
- f. **Family Aquatics Center:** (30SVS/SVRO, 6-3581)
- 🏊 **Dive-In Movie Night:** 16 Aug 02, 1930-2130. Enjoy a movie while lounging in the pool! Our featured presentation is "**SHREK**." Make sure to bring a flotation device. \$2 per person, includes soda and popcorn.
- 🏊 **Water Aerobics:** Next session runs 02-30 Aug 02, every Mon/Wed/Fri from 1130-1215. Get a great workout without the impact of land based exercise programs. Cost is \$3 per class or \$20 a month.
- g. **Youth Center:** (30SVS/SVYY, 6-2152)
- 🏈 **Youth Soccer Registration:** Sign-ups are open through 16 Aug 02 at the Youth Center, Mon-Fri from 0700-1700. For children ages 5-12. \$55 per player (\$50 with Youth Center membership).
- 🏈 **Youth Center Orientations:**
- **Before and after school program participants and parents:** 14 Aug 02, 1800-1900.
  - Incoming kindergartners and parents: 15 Aug 02, 1800-1900.
  - Pre-school participants (ages 3-4 years) and parents: 29 Aug 02, 0930-1000.
  - Pre-school participants (ages 4-5 years) and parents: 29 Aug 02 1030-1100.
- 🏈 **Volunteers Needed:** Youth Sports is soliciting volunteers for coaches, scorekeepers and officials for the upcoming seasons.
- h. **Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)
- 🏌 **Upcoming Events:**
- 🏌 **Base/Club Championship Tourney:** 10, 17 & 18 Aug 02.
  - 🏌 **Big "V" Shotgun Tournament:** 16 Aug 02, 1230. Open play shotgun, 0730.
  - 🏌 **Highway Patrol Shotgun Tournament:** 24 Aug 02, 1300.
  - 🏌 **Marshallia Masters:** 13-15 Sept 02.
- 🏌 **Ladies Priority:** Every Wednesday 0832-0904.
- 🏌 **Golf Intramurals:** Tuesdays & Thursdays, 1200-0100.
- 🏌 **Tuesday Special:** Active duty receives half off on green fees, and carts at the 9-hole rate.
- 🏌 **Wednesday:** Carts at the 9-hole rate, and range buckets are \$1 off the regular price.
- 🏌 **Thursday:** Retired military receive carts at the 9-hole rate.
- 🏌 **Friday:** Contractor and guest green fees are \$5 off the regular rate.
- 🏌 **Fridays:** Guest Day." Guests pay the same rate as sponsor (limit 3).
- i. **Outdoor Recreation:** (30SVS/SVRO, 6-5908)
- ▲ **Fishing Bait:** Stop by the Equipment Checkout for our selection and prices on fishing bait.
- ▲ **Bass Club:** Stop by Outdoor Rec and join this exciting club! One-year membership is only \$10. The Bass Club holds two meetings and two tournaments each month. Next tournament date: 25 Aug 02, 0600-1200, at the Punch Bowl Lake.
- ▲ **San Diego Bike Ride:** 19-22 Sep 02. This bike ride will be at a leisurely pace with plenty of sightseeing along the way. We plan to average about 85 miles each day on bike paths, roads and freeways, with motel stops each night. Cost is \$275 per person including motel. Contact Curtis at Outdoor Rec for more details.
- j. **Family Child Care:** (30SVS/SVYD, 6-4639)
- 🏠 **Child Care Providers:** The need for Child Care Providers has never been greater! As an Air Force Family Child Care (FCC) provider, you can care for military/DoD children and enjoy the convenience of working at home. Help make a difference and find out how you can become a licensed childcare provider. Contact Gwendolyn Jones at 6-4639 or 6-3255.
- k. **Rod & Gun Club:** (30SVS/SVRO, 6-4560)
- 🏹 **Open Skeet and Trap Shooting:** Every Wed. Fri, Sat & Sun at 0830.
- 🏹 **Indoor Archery:** Every Tue & Thu from 1600-2000.

**Education Center:** (30MSS/DPHE, 5-5904)

a. **Air War College:** The Base Education Office is enrolling eligible Officers and Federal Employees for Air War College nonresident studies: This is a great opportunity to complete Officer and DoD civilian professional military education in non-residence and in a group environment. This program is open to active duty, reservists, guard in the grade of O-5 (sel) and above, and DoD civilian employees, GS-13 or above. To enroll, visit the following website: <http://www.au.af.mil/au/awc/ns/ns-enroll.htm>. Please

bring completed form to the Base Education Office by 19 Aug 02, or call 5-5904 to obtain more information on the enrollment process.

**b. Enrollment for Air Command and Staff College Seminar:** Candidates must be an O-4 or select, O-3 in the Civil Air Patrol, or a GS-11 and above. Candidates may enroll in the ACSC Seminar Program by an initial enrollment or as a transfer enrollment but must be enrolled in the same version of the program and shall be at the same study level as the seminar class. The seminar will commence on 1 Jul 02 and an introductory meeting will be the week of 5 Aug 02. The seminar will be from Aug 02 through Jun 03 and will meet three hours per week. Contact the Base Education Office at 5-5904 for more information.

**c. University of LaVerne Registration:** Summer session will begin 5 Aug 02. Enroll in classes for your Bachelors Degree in Business Administration or Organizational Management. You can earn a Masters Degree in Business Administration and you can also add an IT concentration or Management Leadership concentration to your MBA. Please stop by and speak to a counselor, Bldg. 14004, Room A-2 or call 605-5917 or us at 734-1306.

**d. Embry Riddle Aeronautical University's Vandenberg Center:** We offer two Bachelor of Science Programs in Professional Aeronautics and Management of Technical Operations. We also offer three minor programs in Business Administration, Safety and Logistics. If interested please contact us at 606- 6557 or 734-4076 during our normal business hours Monday through Thursday from 0900-1730 and Friday from 0900-1200. You may also contact us at email address: [Vandenberg.Center@db.erau.edu](mailto:Vandenberg.Center@db.erau.edu).

**e. CCAF Paperwork Deadline For Fall Graduation:** Please ensure all required paperwork is submitted to the Base Education Center by 23 Aug 02 in order to be eligible for the fall graduation ceremony. Please direct questions and or concerns to Kathy Moran at 5-5906.

**f. Allan Hancock Fall Semester Registration 2002:** Registration will commence 12-13 and 14 Aug 02 from 0900-1700. If interested please call 606-5915 or 734-3500 for an appointment or for further information. Late registration will commence 19-23 Aug 02 for 8-week classes and from 19-3- Aug 02 for 16-week classes.

#### **Computer Training:** (MCA, 6-3771)

**a. Lunch & Learn:** Remember, you can bring your lunch to any Lunch & Learn Class and "eat while you learn"! For information, e-mail [james.wooding@vandenberg.af.mil](mailto:james.wooding@vandenberg.af.mil)

**b. Personal Computer Systems Training:** Call for information and dates for our new classes, **Adobe Acrobat Writer, Photoshop Elements, and Advanced Access**. Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frame. Call for more information, or e-mail to: [lexi.schwartz@vandenberg.af.mil](mailto:lexi.schwartz@vandenberg.af.mil).

#### **American Red Cross:** (ARC, 736-5110)

##### **a. Disaster Response Class Schedule:**

**Santa Barbara Office / Buellton Senior Center**, 2707 State Street, 687-1331/164 W. Highway 246  
Call to reserve a spot – 687-1331 Email us: [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org)

Training Course	Date	Time
Disaster Health Services Overview #3076 (Buellton Senior Center)	Sat. Aug. 17	8:30a.m. - 12:30 pm
Records & Reports 1 #3078 (Buellton Senior Center)	Sat. Sept. 7	8:30a.m. - 5:00p.m.
Liaison 1: Conducting Community Collaborations #4021 (Buellton Senior Center)	Sat. Sept.14	8:30a.m. - 5:00p.m.
Emergency Operations Center #3083 (Buellton Senior Center)	Sat. Sept.21	8:30a.m. - 4:30p.m.

**b. All of the above courses are free of charge.** These courses are designed to prepare individuals and or groups to participate in Red Cross Disaster Relief Operations. Be part of the solution! Call to register today or email us at [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org). The Buellton Senior Center is at 164 W. Highway 246. You are invited to bring a friend. The only pre-requisite is Intro to Disaster, which may be taken home and completed via a video and workbook.

**Vehicle For Sale:** 97 Chevy Astro Van, very good condition, reliable. Van has running boards, towing package, new tires, all fluids and filters have been changed. Asking price is \$6,995.00. If interested please contact Gary at 734-7198.